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Current developments in Federal statistics

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Standards and Guidelines for Federal Statistics

The Office of Management and Budget issued on May 3, 1974, a revision of Circular No. A-46 which establishes uniform statistical standards and guidelines for use by Federal agencies in conducting surveys and releasing and publishing Federal statistics. The two sections with significant revisions are those on "Standards for Statistical Surveys" and "Standards for Publication of Statistics." These two sections are reprinted below to bring them to the attention of as many Government statisticians as possible.

STANDARDS FOR STATISTICAL SURVEYS

Introduction

The standards in this exhibit apply primarily to statistical surveys. As used here, a "statistical survey" is one in which the primary purpose of the individual returns is to supply data which can be aggregated to provide statistical or numerical information needed on a particular class, segment, activity, or geographic area. Certain of the standards and recommended practices apply also to the compilation of statistics based on data from forms used in applying a Federal law or regulation to an individual or firm (such as tax returns or the financial and operating reports required by regulatory commissions), or applications and registrations, or administrative records. These standards have only limited relevance for administrative surveys designed to collect summary information needed by an agency in administering a specific program (such as summaries of procurement or production status, or fiscal accounting reports from the States on grant-in-aid programs).

Standards cannot be applied uniformly or precisely in all situations. Special considerations may be involved in exploratory, experimental, or methodological surveys or in pilot or preliminary surveys where the primary purpose is to test feasibility or to evaluate alternative approaches or techniques. Sponsors should be prepared, however, to justify any significant departures from these standards.

The standards in this exhibit are minimal. The statistical agencies are encouraged to develop their own standards for surveys, which may be more detailed and in some cases more stringent.

1. *Purpose of the survey.*

Before any other steps are taken in planning a survey there must be a clear understanding of the precise purposes to be served in terms of information to be collected, hypotheses to be tested, or problems to be solved. Consultation with users may be helpful in defining these purposes. It may be necessary to modify the initial goal of measurement of a concept in order to define an objective statistic which can be measured; e.g., "health" is not objectively measurable, but "bed-days" may be. It is helpful in reaching an understanding to prepare a concise statement of the information needed and the purpose or purposes to be served.

2. *Relation to other surveys or programs.*

Before the scope and content of a survey are determined, prior work and current activities in the field should be reviewed. Those planning the survey should satisfy themselves that part or all of the data (or approximations) which are needed are not available from some existing source (published or unpublished) either within or outside the Government, or could not more appropriately be obtained by adding questions to an existing survey or by some other agency. If there was a previous survey, it may reveal deficiencies which can be correeted in the new survey.

3. *Development of the survey plan.*

Decisions should be made on points noted in the subsections below in terms of the purposes to be served, costs involved, time required, degree of precision needed, and administrative limitations (established practices, location of field offices, etc.). When these decisions have been made it is useful to prepare a detailed technical description of specifications for the survey for use of analysts and other survey personnel and to facilitate the preparation of a technical appendix or bulletin (if the survey is of sufficient importance) for publication along with survey findings. (See "Standards for the Publication of Statistics.")

a.—*Target populations and extent of coverage.* The target population or universe (i.e., all the people, establishments or other units that the survey designer wants to learn about) should be defined. Within the target population it must be decided whether coverage should be complete or partial. Consideration should be given to best ways of handling small units where these are likely to account for a very small proportion of the sales, consumption, cost or other value to be measured so no essential information will be lost by substantially reducing the coverage of such units.

Sample surveys have many advantages for most purposes over those involving complete enumeration. If the universe to be surveyed is large or geographically widespread and data are not required for small groups or areas, or if the report form or procedure is complex, sampling can be more economical for the agency, with consequent reduction in the reporting burden. Also, with sampling, nonresponse can usually be handled more effectively, the data can be processed more quickly, and in some instances the quality of the response can be improved. More attention can be given to developmental aspects of the survey since less time need be spent processing large numbers of responses.

Reasons for selection of a particular method of sampling should be included in the description of the survey plan.

b. *Sampling.*—The first step is to develop and describe a frame, or sets of frames, i.e., the set of materials (lists, directories, records, maps, etc.) to enable the survey designer to deal with the universe. Ideally, the frame should include all the units in the universe. If the undercoverage in the frame is more than trivial a bias may be present in the survey results.

If the purpose of a survey is to develop estimates for a universe based upon a sample of the universe, the selection of the sample should be made in accordance with probability theory—that is, every sampling unit in the frame should have a known, nonzero probability of being chosen, although the probabilities may be unequal. In such cases, probability sampling is necessary to avoid unknown biases of selection and to permit one to arrive at estimates for the universe with accompanying measures of reliability. However, where the sample is restricted to a small number of respondents or geographic areas, as in pilot studies, pretests, or some types of feasibility studies, a judgment or purposive sample may be indicated.

When the nature of a survey or study indicates the need for probability sampling, the particular method to be used should be administratively feasible and should provide maximum precision for the funds available. The size of the sample and the nature of the sample design (including estimation procedures) will depend not only on available funds, but also on such considerations as the amount of detail required in the statistical estimates, the precision desired for key items, the variability of the data being sampled, availability of other data resources, and the size of the universe. Once the sample units have been selected, no substitutions can be permitted for reasons of convenience or because of nonresponse unless provision is specifically made in the basic survey design for acceptable alternatives.

Because of the technical nature of sampling and the many ways of development of estimates from a sample, agencies proposing sample surveys should have available a statistician or a consultant trained in sampling theory with experience in the conduct of surveys. In the case of departments having primary statistical agencies this may be a person on the staff of one of these agencies. A trained statistican is also necessary for contractors or grantees conducting Federally-sponsored sample surveys.

The description of the sample design should cover such items as the primary units (description and number in universe), the sampling units used (at each stage if there is multi-stage or multi-phase sampling), the sampling frame (including any exclusion or constraints), and the criteria of stratification and clustering (if the sample is stratified or clustered). It should also include cost estimates, determination of size of sample, variance estimates used in the optimum allocation of the sample, the method of drawing the sample at each stage, the method of estimation, and the method of estimating sampling variances. The description should indicate methods for controlling and measuring non-sampling error and biases in data collection, processing and tabulating.

c. *Frequency and timing.*—It must be determined whether the survey is to be singletime, irregularly recurrent, or periodic. If periodic, consideration should be given to using a rotating sample basis at monthly, quarterly, annual or other intervals. The timing of a survey should be considered in relation to what is known about cyclical, seasonal or other variations over time in the data being studied, so that the survey results may be of maximum use.

d. *Method of collection.*—A decision must be made as to whether the data are to be collected by mail, personal interview, telephone, telegraph, or other method, or by some combination of these methods. Nonsampling er-

rors which can be expected in each of the methods should be considered and ways of measuring and minimizing them should influence the selection of the collection method. Experience from past experiments and surveys should be reviewed in making these decisions. If past experience is not helpful a pilot study to test alternatives may be advisable. The results of such a study should be made available to other interested agencies.

e. *Consideration of sampling and nonsampling errors.*—If probability sampling is used, sampling error should be estimated, and whenever possible, total mean square error should be constructed in approximate terms. Potential nonsampling errors, including reporting errors, response variance, interviewer and respondent bias, nonresponse, imputation error and errors in processing the data should be carefully considered. This is important in designing the survey, in establishing controls over survey operations, and for the information of users of the data when they are published.

f. *Plans for processing and tabulating the data.*—The basic design of the survey plan should provide procedures (including quality control) for editing, coding, and tabulating the data. These are necessary to ensure uniform processing and to measure quality. Copies of editing instructions, codes, etc. should be retained in the agency's files to answer inquiries and for possible use in future surveys. A decision, which will affect the form design, must be made on the manner in which the data will be processed—i.e., by use of punch cards, computer, optical scanning devices, etc. Tabulation plans, including dummy tables, should be worked out at this stage. This compels the agency to think through what it expects to get from the survey, and can result in changes in the survey design. The method of handling "unknowns" and refusals (e.g., whether distributed or shown separately) should be described. If the agency decides to have the data processing done under contract, the procedures to be followed must be clearly understood by both parties.

g. *Allowance for pretests.*—It is desirable to test the feasibility of most new survey plans in advance, and the survey plan should include time and funds for this. A pilot study may be necessary to determine whether the survey is practicable or useful at all. The relative effectiveness and cost of alternative questionnaires, instructions, and operating procedures can be evaluated by means of a smallscale pretest. Pretesting can provide information on the probable refusal rate; the intelligibility to respondents (and interviewers) of the questions and instructions; and problems in compiling the survey results. The pretest is sometimes also used to provide estimates of variance which may aid in developing a more efficient sample design. The tabulations from the pretest should be limited to those necessary to answer the specific questions for which the pretest was designed, and generally should include additional tabulations for research purposes or preliminary findings only to the extent that the pretest data permit. In planning the survey it is essential to allow sufficient time to make any changes indicated by the results of the pretest.

h. *Provision for follow-up.*—In most surveys the response to the first attempt to collect the information is insufficient for final estimates, and a plan for follow-up is needed. Usually, if the survey is conducted by mail, one or more mail follow-ups are made to the nonrespondents. If the rate of nonresponse is still unsatisfactory in terms of the nature and purposes of the survey, provision must be made for a more intensive type of follow-up, such as telephone calls or personal visits to a subsample of nonrespondents.

i. *Proposed calendar.*—Approximate dates for the following steps in the conduct of the survey, as well as the estimated manhours for each step, should be determined in advance. This tests the feasibility of the survey as well as helping to ensure its orderly completion.

Beginning and completion of the preliminary survey design.
OMB clearance of pretest.
Beginning and completion of one or more pretests.
Analysis of the pretest results and modification of the survey design and questionnaire if indicated.
OMB clearance of survey.
Beginning of field work or mailing of questionnaires.
Completion of field work or due date for questionnaires.
Beginning and completion of follow-ups.
Completion of the editing and coding.
Completion of the tabulations.
Completion of the preliminary report.
Completion of the final report.

j. *Cost estimates.*—An estimate should be made of the cost of the survey, including costs of personnel, travel, equipment, and supplies, etc. The total should include the costs of pretests and follow-ups; preparing and printing the forms; compilation of the list of respondents; mailing or enumeration; and editing, coding, tabulation, and publication of the data. When appropriate an allowance for research should also be included, as should the estimated share of overhead costs. A more detailed description of costs to be included, together with suggested methods for developing these costs, is included in the "Guide to Estimating Reporting costs" issued by

the Office of Records Management of the National Archives and Records Service, GSA.

4. *Questionnaire and instructions*

Even the best designed survey will produce disappointing results if the respondents do not understand the questions. The type and characteristics of the respondents should always be kept in mind. For example, particular care should be taken to keep questions simple when addressed to persons of limited education. In general, legal or technical terminology should be avoided unless the respondents are lawyers or technicians.

A clear, easy-to-read, and easy-to-complete form is important for a successful survey. If it is to be self-administered, the questions should be as brief and self-evident as possible.

The questions or items on a form should be arranged in logical order, with related items generally grouped together. It is sometimes desirable to guide the thoughts of the respondents from the general to the specific. If the data are to be transcribed or machine processed this should also be considered in the questionnaire format, the arrangement of items, and in provision for responses.

Separate instructions included with mail surveys are sometimes ignored. If possible the questions should be self-explanatory or brief parenthetical instructions should be associated with each question in order to avoid separate instructions.

The title of the questionnaire or form is generally the first thing the respondent reads and care should be given to its selection. It should be sufficiently informative to be used in lists of forms compiled for publication. Subtitles may be used where necessary to supplement the title or to cite the authority under which the form is issued. Forms and other documents approved by the Office of Management and Budget under the Federal Reports Act must carry an OMB number. Other identification such as an agency form number or control symbol may be desirable.

Instructions for return should be on the questionnaire or form itself in a mail survey, as the form may become separated from the transmittal letter and the return envelope. These instructions should give the address to which the completed form is to be returned, and ordinarily should specify a target date for return. The importance of a response should be emphasized.

Persons planning surveys may find helpful the "Household Survey Manual" issued by the Office of Management and Budget. This Manual presents the major concepts and definitions and some of the questions used by Federal agencies to collect data on personal and family characteristics, education, employment and unemployment, income, and quality of housing.

Guidelines for the design of forms contained in the Records Management Handbook, "Forms Design," issued by the National Archives and Records Service of the General Services Administration in 1960, may be useful. This manual covers the mechanics of form design, including size, margins and spacing, type faces and rules for printing, and forms construction (type of paper, ink, perforating, etc.). The 1960 Handbook has very limited applicability to forms used in automatic data processing.

5. *Control of survey operations*

For a successful operation, it is necessary not only that a good survey design be chosen, but also that the conduct of the survey be faithful to that design. Every phase of survey operation is subject to risks of deviation from intention. Positive procedures must be established to assure that these deviations are kept within tolerable limits. If sampling is used additional controls are needed to ensure that the selection of the sample, the collection of the data, and the tabulation and estimation are carried out as specified. Strenuous efforts should be made to collect data from every unit in the sample, using follow-ups where necessary. If the data are obtained by field enumeration the interviewers *should not be permitted to make substitutions* (see 3b, Sampling).

Allowance should be made for sufficient time to train enumerators if the data are collected by personal or telephone interview. For large-scale surveys manuals should be prepared for use of field workers and persons doing the editing and coding as well as carrying out quality control operations in order to ensure consistency and adherence to the survey design. Provision for adequate supervision must be made. Procedures should be prescribed for progress reporting. Quality control procedures consistent with the nature of the survey should be part of the planning process. This may include validity checks with subsamples of respondents. If a longitudinal survey is conducted it is especially important to keep detailed records, because of probable attrition in the group studied and in the staff conducting the survey.

6. *Preparation and publication of final report*

Good statistical practice for the conduct of a survey includes careful presentation of results. Graphic presentations, as well as statistical tables, are often desirable

particularly in reports intended for laymen. Graphs and charts should be clearly labeled with a title, the time period to which the data refer, the geographic area included, and the units used on the vertical and horizontal scales. Conventional types of tables are text tables, summary tables and detailed (or reference) tables. For easy legibility the printed copy should be no smaller than newsprint and preferably larger. Either the title or the subtitle should contain information on "what," "how classified," "where," and "when" for the data in the table.

In preparing the final report attention should be given to "Standards for the Publication of Statistics."

7. *Relations with the public*

Finally, maintenance of good relations with the public is essential if Federal statistics are to continue to merit public support. Objectivity and integrity in the compilation and presentation of statistics is the surest means of obtaining such support. Particular attention, however, should be given to relations with respondents and users of the statistics.

a. *Respondents.*—Good relations with respondents involve obtaining the information needed with the minimum burden, reassuring respondents that their interests are being protected, and in general dealing with them fairly and honestly.

As noted above, the burden on respondents must be considered in designing the survey. In drafting the questionnaire avoid questions which do not contribute to the purposes of the survey. The reportability of the data from the respondent's knowledge or from his records must be considered, and particular attention should be paid to requests for information for prior periods or dates long past. When a new or substantially changed request is made for data which may be difficult to provide, it is sometimes helpful to give advance notice to prospective respondents. Agencies are encouraged to consult with potential respondents or their representatives in developing survey plans and forms.

To the extent possible respondents should be reassured that their interests are being protected. Agencies collecting data for general statistical purposes are usually in a position to assure respondents that the information they supply will be used only for statistical tabulations, and that individual returns will be kept confidential. Respondents to other types of surveys should be informed of the uses of the data and the extent of disclosure. Agencies collecting data from business respondents particularly should be aware of the provisions of the Freedom of Information Act (P.L. 89-487) and may need to consult legal counsel on the extent to which confidentiality may be pledged.

The Office of Management and Budget requires special justification for surveys coming under the Federal Reports Act which involve questions of a sensitive nature. This justification should include the reasons why the agency considers the questions necessary and the specific uses to be made of the data obtained. While the meaning of "sensitive" will vary, depending on the respondent and the circumstances, questions on sex behavior and attitudes, mental illness and psychological problems, religious beliefs, and income and assets are generally regarded as sensitive by individuals. Business respondents often regard as sensitive questions on profits and wage and salary scales—particularly executive scales, as well as questions which may involve trade secrets. If an individual or firm is given all relevant information about a project and is completely free to participate or not, invasion of privacy as such may not be a problem, but response may be affected. Where a survey calls for information of a sensitive nature the feasibility of anonymous replies should also be considered.

Care must be taken to avoid giving respondents the impression that they must respond to surveys which are voluntary. For this reason the Office of Management and Budget has prohibited a statement on the form or in the letter of transmittal that this survey is authorized by law in surveys where response is not mandatory. Where response is mandatory this should be indicated and the applicable statute should be cited.

If response is voluntary, cooperation can best be obtained by explaining the purposes for which the data are to be used and by stating clearly and persuasively the need for the data by the Government or the public. Even where an agency has mandatory authority it is better to secure the willing cooperation of the respondents. Where the respondents are business firms or institutions, a commitment to provide a copy of the published report is frequently useful.

b. *Users.*—Consultation with users is important to ensure maximum usefulness of the survey. In developing the survey plan users often can make contributions not only on the data to be collected, but also on the timing and frequency of repetitive surveys, and the degree of precision needed. In the case of important statistical series it also is desirable occasionally to obtain user comments on the usefulness of the published data by means of user questionnaires, establishment of advisory committees, or in other ways.

A description of the survey plan, an assessment of the accuracy of the data published, and a statement explaining any limitations should be available to users of the data (see "Standards for the Publication of Statistics").

STANDARDS FOR THE PUBLICATION OF STATISTICS

The growing use of Federal statistics in the determination and appraisal of public and private policies emphasizes the responsibility of Federal statistical agencies to maintain standards governing the publication of statistical data. Many users of Government statistics, particularly those who use the data infrequently, are not familiar with the basic characteristics of the data. To help guard against misunderstanding and misuse of the data, full information should be available to users about sources, definitions, and methods used in collecting and compiling statistics, and their limitations.

The following standards and procedures for the publication of statistics describe practices which should be followed wherever applicable. Because they cover many kinds of data and various types of publications, including singletime reports as well as historical series, they are necessarily somewhat general in character, and every standard and procedure is not applicable in every case. Here, as in Exhibit A, the statistical agencies are encouraged to issue their own supplementary standards.

1. *Label data and define terms.*—Every release and publication of statistics, whether recurring or singletime, must clearly indicate the nature of the data and make reference to any detailed technical description. Forecasts and projections must be clearly labeled and preliminary figures noted. Data taken from other sources should be identified. The date of publication and the time period to which the data refer should be shown. Technical terms (except in publications designed solely for technicians) should be defined and the use of standard classifications should be noted, either in the report itself or in a separate technical source. In economic or social analyses there should be a clear distinction between actual data and inferences or interpretations drawn from the data.

2. *Describe the survey design.*—If the data to be published are part of a statistical series, or present the results of a statistical survey, a description of the survey design and methods used in implementing the design should be available. If this is not done in the release or report, the reader should be referred to a technical source. The amount of detail in this description will depend upon the importance and complexity of the data. The description should include what is measured, the source(s) of information, the sampling plan if sampling is used, the method of collecting the data, the extent of nonresponse and other sources of bias, and the methods used to deal with the problem. (See Exhibit A of this Circular.) It is desirable to include a copy of the form and instructions used.

3. *Appraise the data.*—There should be available to the user an appraisal of the statistics which would make it possible to evaluate their appropriateness for any intended use. The accuracy of the data should be stated as far as possible. This should include not only the sampling error (where probability sampling is used) but also the nature and extent of nonsampling errors. Conceptual or other limitations of the data should be pointed out, and the comparison made with any statistics of similar title or scope with which the data are related or with which they might be confused. This, together with a description of the survey design, provides a safeguard against incorrect use of the data and is important to maintaining the credibility of Federal statistics.

4. *Review before publication.*—Before publication every statistical report of any importance should be reviewed by persons who are familiar with the subject matter to detect inconsistencies or other errors, as well as omissions. Such reports should also be reviewed by a statistical expert from the standpoint of the validity and reliability of statistical statements and conclusions. Analytical reports based on data from sample surveys should be carefully reviewed to avoid inclusion of statements which fail to take proper account of sampling errors and other limitations of the data.

5. *Explain revisions.*—When an established statistical series is revised, the character of the revision and its effect upon the series must be explained. If at all possible a full explanation should be available with the first publication of such data. If part of the historical series is revised, data for both the old and the new series should be published for a suitable overlap period for the use of analysts.

6. *Other relevant standards.*—Circular No. A-91 (April 26, 1972 revision) calls for prompt compilation and release of statistical information, provides for setting in advance the release dates for the principal economic indicators, and requires quarterly or annual reports on release of statistical series.

Other standards in the circular are either unchanged or have only minor changes. These include:

1. Standard Definition of Payroll Periods for Employment Reports (issued in 1964)

2. Standard Metropolitan Statistical Areas (amendments, when made, are published in the *Statistical Reporter*)
3. Publication of Statistical Data for Administrative Regions (See *Statistical Reporter* No. 73-4, Oct. 1972, p. 59)
4. Standard Reference Base Period for Federal Government General-Purpose Index Numbers (See *Statistical Reporter*, No. 70-10 April 1970, p. 161)
5. Standard Gas Pressure Base (issued in February 1966)
6. Standard Classification of Fields of Science and Engineering (See *Statistical Reporter* No. 69-4, Oct. 1968, p. 60)
7. Race and Color Designations in Federal Statistics (See *Statistical Reporter* No. 70-3, Sept. 1969, p. 37)
8. Definition of Poverty for Statistical Purposes (*See Statistical Reporter* No. 70-3, Sept. 1969, p. 37)
9. Guidelines for the Release of Principal Current Economic Indicators (See *Statistical Reporter* No. 72-3, Sept. 1971, p. 41)

In addition, the *Standard Industrial Classification Manual* and the *Enterprise Standard Industrial Classification* have now been made "standards" rather than "recommendations." The most recent edition of the *Standard Industrial Classification Manual* was issued in 1972; of the *Enterprise Standard Industrial Classification*, in 1974 (see page 11 of this issue.)

CURRENT DEVELOPMENTS

POPULATION AND HOUSING CHARACTERISTICS OF LOW-INCOME NEIGHBORHOODS

The Bureau of the Census recently issued the first of 39 reports that summarize information on the population and housing characteristics of low-income neighborhoods in the Nation's 50 largest cities. These reports are part of the 1970 census PC(S1) series entitled *Supplementary Reports*. The statistics shown are part of a special tabulation of 1970 census data prepared for the Office of Economic Opportunity to determine the location of low-income areas and their neighborhood subdivisions and to analyze and compare the characteristics of the residents of these neighborhoods.

Low-income neighborhoods are subdivisions of low-income areas, which for these reports include all census tracts in which 20% or more of the population was below the poverty level in 1969. These low-income neighborhoods generally consist of contiguous census tracts with a combined population of 20,000 or more. The neighborhood boundaries are based on current socioeconomic data and the recommendations of local agencies.

The reports show that about 10.6 million people resided in the low-income areas of the 50 largest cities in 1970. About 9.7 million lived in the 247 neighborhood subdivisions of these areas and the balance lived in scattered or isolated low-income area tracts within the cities. The number and size of these neighborhoods varied considerably from city to city. For example, there were 5 cities with only one neighborhood and also 5 cities with 10 or more neighborhoods. New York City had the largest number (39), followed by Chicago (15), Detroit (13), Los Angeles (10), and Memphis (10). The average size of these neighborhoods was about 40,000, although this average varied from 21,000 in St. Paul to 68,000 in Newark. The smallest neighborhood (in Atlanta) had 11,000 residents and the largest (in San Antonio) had 118,000.

The racial and ethnic composition of these neighborhoods also varied greatly. Negroes constituted over half of the population in three-fifths of the neighborhoods and persons of Spanish language were the majority group in nearly one of every 10 neighborhoods.

Also included in these reports are maps and census tract listings indicating the location of the low-income areas and their neighborhood subdivisions.

The data in these reports are shown for all races, white, Negro, and persons of Spanish language, and most data are cross-classified by poverty status in 1969. The characteristics of the population shown in the tables include age, sex, relationship to household head, place of birth, residence in 1965, school enrollment, years of school completed, presence and living arrangements of children, fertility, family status, size of family, number of earners, employment status, place of work, means of

transportation to work, weeks worked, occupation, distribution and type of income, difference and ratio of income to poverty level, and selected housing characteristics.

For each of the cities included in these 39 reports, similar data for the entire city, the entire low-income area (without neighborhood subdivisions), and the balance of the city outside the low-income area are published in the *1970 Census of Population, Volume II, Subject Reports,* Series PC(2)-9B, "Low-Income Areas in Large Cities" (*Statistical Reporter,* Dec. 1973.)

Copies of these reports, which vary in size and price, are for sale by the Superintendent of Documents, U.S. Government Printing Office, Washington, D.C. 20402. Single copies are available for official use from the Statistical Information Staff, Population Division, Bureau of the Census, Washington, D.C. 20233. (DONALD G. FOWLES, POPULATION DIVISION, BUREAU OF THE CENSUS, telephone (301) 763-5790.)

CURRENT POPULATION REPORTS

Three *Current Population Reports* in the P-25 Estimates and Projections series have been published by the Bureau of the Census.

P-25, No. 517, "Estimates of the Population of Counties, July 1, 1971 and 1972," provides population estimates for all counties in the United States for the first time since the 1970 census. The report presents estimates by county for July 1, 1971 and 1972, and net change 1970 to 1972. It includes appendix tables listing standard metropolitan statistical areas and their 1970 and 1972 populations. These tables update those previously published by including SMSA's created between April 1973 and April 1974.

P-25, No. 519, "Estimates of the Population of the United States by Age, Sex, and Race: April 1, 1970 to July 1, 1973." This report contains a detailed discussion of the methodology used in preparing the estimates and an analytical text describing changes in the age structure of the population between 1960 and 1973. The trends in population in most age groups have differed greatly from trends in total population primarily because of fluctuations in annual births during most of the 20th century. The effects of these fluctuations on the age structure of the U.S. population in the 1960 to 1973 period are illustrated with population pyramids which highlight the decline of the population in the young childhood ages, the movement of the large cohorts of the baby boom into the young adult ages, and the movement of the small cohorts born in the 1930's into the middle adult ages.

P-25, No. 521 "Estimates of the Population of the United States and Components of Change: 1973 (with annual data from 1930)." On January 1, 1974, the total population of the U.S., including Armed Forces overseas, was estimated to be 211,210,000, an increase of 1,505,000 over the corresponding figure for January 1, 1973. The numerical gain was the lowest since the 1,462,000 increase in 1945; about half the peak increase of 3,058,000 in 1956, and about two-thirds as large as the increase of 2,223,000 in 1970. The report shows that the crude birth rate, the general fertility rate, and the total fertility rate reached their lowest levels in American history in 1973. Trends in these measures of fertility are analyzed and annual rates are presented for 1940 to 1973.

Copies of these reports may be purchased from the Superintendent of Documents, U.S. Government Printing Office, Washington, D.C. 20402 ($1.15; $1.55; 45¢ respectively). (NELLIE FAYE HARRIS, POPULATION DIVISION, BUREAU OF THE CENSUS, telephone (301) 763-5002/5020.)

SOCIOECONOMIC DECENNIAL CENSUS TABULATIONS

The Bureau of the Census has tabulated, especially for the Office of Economic Opportunity, 10 tables for each State and county with data from the original 20% sample schedules in the 1970 census. The tapes for these tables have been compressed to less than 50 reels and special tabulations are now available from the Machine Readable Archives Division, National Archives and Records Service. For example, the special tabulations can be one table for all areas or selected tables for one area.

Table 1 shows persons by small age classes, by family status, by age and sex of head. *Table 2* details work experience last week and last year for persons 14 and over, separating full-and part-time employees and full-and part-year employees. *Table 3* relates children present to number of earners. *Table 4* shows assortment among fifteen occupational groups. *Table 5* shows for four age groups of youth 14-21 their present school status related to school achievement and to present work status. *Table 6* relates rent as a percent of income to income as a percent of the family poverty line and *Table 7* presents similar relationships for homeowners. *Table 8* measures dwelling unit crowding, presence of plumbing and presence of public sewer and water. *Table 9* assorts families by family size (1-9+) and by 15 income classes; for each income class, numbers of children are shown by age: under 3, 3-5, and 6-17. *Table 10* assorts families, persons in families and direct recipients by four sources

of income; repetitions for male head, female head and persons 65+ expose major receipt of Social Security and welfare payment, at State and county level.

For nearly all tables the data are presented:

For "all income," the poor and those under 125% of the poverty line; for whites, Negroes, Indians, Chinese, Japanese and Spanish language (a non-additive mixture of races), and—in Hawaii—for Hawaiians, provided the State or county total in the given table is 25 or more.

This ethnic detail is believed to be unique among census tabulations.

Printouts of data were restricted to ethnic groups totalling 1,000 or more and eventually proved too costly and voluminous to complete. If all data were printed, the pages would total many millions. It is possible that three summary volumes will be printed showing, on one line for each county or State, the following:

Total household persons and poor household persons by small age classes.

Total household persons and poor household persons by residence: all, urban, rural nonfarm, farm.

Total household persons and poor household persons by ethnicity.

The tapes for the 10 tables for each State and county are being deposited with Gerald Rosenkrantz of National Archives and Records Service. Those interested in further information should call Mr. Rosenkrantz at (202) 962-1932. (ISRAEL PUTNAM, OFFICE OF OPERATIONS, OFFICE OF ECONOMIC OPPORTUNITY.)

NEW SOCIAL SECURITY REPORTS

The Office of Research and Statistics in the Social Security Administration has announced the availability of 5 new reports.

Women Born in the Early 1900's Employment, Earnings, and Benefit Levels by Lucy B. Mallan, *Social Security Bulletin,* March 1974. The women who became newly entitled to retirement benefits in 1970 were the war workers of the 1940's. They pioneered the trend for large numbers of married women to work outside the home. This article reports on their lifetime work experience—comparing their years of covered employment, covered earnings, and social security benefits to men's. As expected, their years of employment were fewer and less continuous than men's and their highest annual earnings were lower.

Covered Employment and the Age Men Claim Retirement Benefits by Julian Abbott, *Social Security Bulletin,* April 1974. Data from the Social Security Administration's Continuous Work-History Sample have been studied to determine the relationship between a retiree's work experience and the decision to claim a reduced social security benefit. The study focuses on the differences in preentitlement work experience for men aged 62 and those aged 65.

Most men who became entitled in 1970 elected reduced benefits payable at award. Those who chose to start receiving full benefits at age 65 had higher earnings and more years of employment at these higher earnings than the men claiming their benefits at the earliest possible age—62. Those claiming full benefits also suffered a smaller decline in earnings in the years just before retirement. Consequently, their primary insurance amounts were higher than those for the younger men. Some differences between the two groups have narrowed. A relative improvement has been noted in length of employment and earnings levels of retirees aged 62. Thus, though many men entitled at age 62 are comparatively disadvantaged, some have had favorable work and earnings experience and presumably feel financially able to retire at the earliest possible age.

Group Health Insurance Coverage of Full-Time Employees, 1972 by Walter W. Kolodrubetz, *Social Security Bulletin,* April 1974. About 46 million full-time workers in private industry and government jobs—70% of those employed full time at the time of the survey in April 1972—were covered by a group health insurance plan. This article reports on the characteristics of workers covered by group health insurance plans and those not covered. Some of the details of group health insurance provisions, such as financing arrangements and types of benefits provided, are also discussed.

International Social Security Agreements (Research Report No. 43, Pub. No. (SSA) 74-11800, 116 pp., $1.25), describes 70 years of international cooperation on social security among many nations of the world through bilateral and multilateral agreements. These agreements have established standards for social security and practical systems for the treatment of migratory workers and their families. The author (William M. Yoffee) points out that since World War II, many nations have concluded bilateral agreements and have been moving toward multilateral cooperation, particularly in Europe, Central America, and the French-speaking countries of Africa. In contrast to most other industrial nations, U.S. participation has been limited,

centering most often on equality of treatment under workmen's compensation. However, Federal legislation is pending to provide authority for bilateral agreements on pensions. *International Social Security Agreements* describes the characteristics of international agreements in general, the principal provisions of agreements before and after World War II, and the U.S. experience with such agreements. Appendixes carry a model for a convention between two countries and model clauses for multilateral or bilateral agreements.

A new volume has been issued in the Social Security Administration's annual series on program coverage under Medicare. *Medicare: Length of Stay by Diagnosis, 1970* (DHEW Pub. No. (SSA) 74-11704, 130 pp., $2.40) presents national and regional data for 1970 on the number of Medicare discharges from short-stay hospitals, the mean and median length of stay, and percentile distribution of days of care for selected diagnoses. The data can be used in studying utilization patterns in accordance with the 1972 Amendments to the Social Security Act. These Amendments authorized the establishment of Professional Standards Review Organizations (PSRO's) which are responsible for assuring that services furnished by or in Medicare institutions are medically necessary, provided under professionals standards, and furnished in the most efficient manner consistent with quality care.

Single copies of the above publications are available for official use from the Publications Staff, Office of Research and Statistics, Social Security Administration, Department of Health, Education, and Welfare, Room 1120, 1875 Connecticut Avenue, N.W., Washington, D.C. 20009. (ROBERT E. ROBINSON, CHIEF, PUBLICATIONS STAFF, ORS, SSA, telephone (202) 382-3261.)

1972 HUD STATISTICAL YEARBOOK

The Department of Housing and Urban Development has recently published the *1972 HUD Statistical Yearbook*. This Yearbook contains statistical and financial information on the programs and activities of the Department as well as the physical characteristics of the properties and projects and the socioeconomic conditions of the people assisted under Department programs.

Information on mortgage insurance programs includes data on housing units started, the volume of mortgages and loans insured, the type of financing, terminations of insurance, the disposition of acquired properties, defaults, and claims paid. Data on the characteristics of selected single-family and multifamily housing programs are shown. Accounting and financial statements and actuarial schedules are included for the insurance programs.

Production data and financial statements are presented for the Low-Rent Public Housing, College Housing and Housing for the Elderly or Handicapped programs. Characteristics are shown for families admitted to or reexamined for occupancy of Low-Rent Public Housing. Occupancy characteristics are also shown for all other multifamily housing programs by race/minority group.

Government National Mortgage Association (GNMA) activities under the Special Assistance and Management and Liquidating Functions are included. Community Development and Community Planning and Management program data are presented in summary, State distribution, and annual series tables. Information is also shown on Equal Opportunity, Research, Flood Insurance, Urban Property Protection and Reinsurance, and Crime Insurance.

The section of the Yearbook containing information on general statistics related to housing and urban development includes data on population, households, housing quality, housing production and sales, housing needs and goals, construction indexes, and mortgage financing.

Copies of the Yearbook may be purchased (376 pp., for $4.20) from the Superintendent of Documents, U.S. Government Printing Office, Washington, D.C. 20402. (DOUGLAS C. BROOKS, ACTING DIRECTOR, MANAGEMENT DATA AND EVALUATION DIVISION, ASSISTANT SECRETARY FOR ADMINISTRATION, DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT, telephone (202) 426-7987.)

NATIONAL SCIENCE FOUNDATION PUBLICATIONS

National Patterns of R&D Resources, 1953-74. Funds & Manpower in United States (NSF 74-304) has recently been released. This annual report contains data which are based primarily on a series of periodic NSF surveys on research and development resources in the United States. This study shows the pattern of allocation of R&D funds and manpower among the four sectors of the economy—Federal Government, industry, universities and colleges, and other nonprofit institutions.

The R&D funds series presented provide the data not only for total research and development but also for basic research, applied research, and development, and cover the period from 1953-74. Time series data on R&D scientific and engineering manpower employed by each sector begin with 1954.

Another annual report, *Federal Funds for Research, Development, and Other Scientific Activities, Fiscal Years 1972, 1973, and 1974,* Vol. XXII (NSF 74-300) is now available. The data are based on information furnished the Foundation by Federal agencies.

Besides the four major measures of R&D obligational data by agency and agency subdivision, performer group, character of work (basic research, applied research, and development), and field of science for fiscal years 1972-74, the data are also shown for 1972 in terms of State distribution. R&D plant data are additionally given. A separate part of the report deals with scientific and technical information activities.

In this volume the first section of part I offers a general analysis of the position of research and development in the 1974 Federal budget, relating the current situation to recent budget trends. It also compares Federal R&D support with broader economic indicators such as national R&D support and gross national product (GNP). In subsequent sections facts and data are given on specific R&D programs by agency, by performer, character of work, and State distribution. Data elements are cross-referenced in a range of comparisons.

Copies of these two reports are available from the Superintendent of Documents, U.S. Government Printing Office, Washington, D.C. 20402 for $1.00 and $1.45 per copy, respectively. (CHARLES E. FALK, DIRECTOR, DIVISION OF SCIENCE RESOURCES STUDIES, NATIONAL SCIENCE FOUNDATION, telephone (202) 282-7704.)

1974 ENTERPRISE STANDARD INDUSTRIAL CLASSIFICATION REVISION

A revised edition of the *Enterprise Standard Industrial Classification Manual* (ESIC) is now available. This manual supersedes the 1968 mimeographed edition.

This 26-page manual is a classification of enterprises (companies, firms, partnerships, or cooperatives) rather than establishment (plants, factories, mines, banks, hospitals, stores, or farms). The format of the manual has been changed so that the one or more Standard Industrial Classification (SIC) industries which define the enterprise industries are shown on the same page. A relationship to the 1968 edition is shown in an appendix. The revised classification continues to use a period between the second and third digits of the code to distinguish between the ESIC and the SIC codes.

Several new industries were created to reflect the changing composition of economic activity, and several small industries were combined in the new enterprise classification. The revision also reflects the 1972 SIC revision.

The classification was prepared by the Statistical Policy Division, Office of Management and Budget, on the basis of advice provided by the Ad Hoc Group on Enterprise Classification. This group was chaired by Milo O. Peterson.

Copies of the *Enterprise Statistical Industrial Classification 1974* are available from the Superintendent of Documents, U.S. Government Printing Office, Washington, D.C. 20402. The price is 65 cents. (MILO O. PETERSON, STATISTICAL POLICY DIVISION, OFFICE OF MANAGEMENT AND BUDGET, telephone (202) 395-5631.)

ROBERT T. AANGEENBRUG NAMED VISITING SCHOLAR TO CENSUS BUREAU

Robert T. Aangeenbrug of the University of Kansas has been named a senior research specialist to serve for approximately 12 months with the Bureau of the Census. His appointment is the Bureau's first under the Federal Inter-Governmental Personnel Act of 1970 which permits temporary personnel assignments between Federal Government and State and local governments and institutions of higher learning.

Dr. Aangeenbrug, who has served as Director of the University's Office of Institutional Research and Planning since July 1972, will work with the Census Bureau's Statistical Research Division. He will help evaluate the Bureau's geographic programs from the standpoint of needs of data users and will help develop long-range research programs in computer graphics.

In addition, Dr. Aangeenbrug will help upgrade the Bureau's training and workshop capabilities in the areas of geography and local data use and also will work to improve the application at the State and local levels of data on travel to work. (GARY WILKINSON, INFORMATION OFFICE, CENSUS BUREAU, telephone (301) 763-7273.)

SELECTED SERVICE INDUSTRIES DATA

The Bureau of the Census has released the first in a series of publications containing estimates of capital expenditures, gross value of fixed assets, and lease and rental payments for selected service establishments in the United States for 1972 and 1968. Similar data will be published for "Retail Trade" within the month, and the last in the series, "Value Produced in and by Mer-

chant Wholesalers" is scheduled for publication in the fall of this year.

The 1972 data for the service industries were derived from a sample of service business places surveyed in conjunction with the 1972 Census of Selected Service Industries. The 1968 figures were derived from a sample survey conducted by the Bureau following the 1967 Census of Business. Included within the scope of the surveys were hotels and motels; and establishments engaged in providing personal, business and repair services; motion pictures and other amusement and recreational services.

Copies of the release "Monthly Selected Services Receipts" may be obtained from the Public Information Office, U.S. Bureau of the Census, Washington, D.C. 20233. (EDWARD GUTBROD, CHIEF, CURRENT SERVICE BRANCH, BUSINESS DIVISION, BUREAU OF THE CENSUS, telephone (301) 763-7077.)

SOCIAL SECURITY PROGRAMS THROUGHOUT THE WORLD

Social Security Programs Throughout the World, 1973, a popular 253-page research report on comparative social security systems, has been reissued in a new edition by the Social Security Administration's Office of Research and Statistics. The reader is given instructions on the use of this publication in the 25-page introduction.

Long a favorite reference for those interested in social security in foreign countries, this publication provides benefit data on old age, invalidity, and death; sickness and maternity; work injury; unemployment; and family allowances for 127 nations of the world from Afghanistan to Zambia.

These five branches of insurance are analyzed on easy-to-ready charts by type of coverage, source of funding, qualifying conditions, cash benefits and administrative organization.

Of particular interest in the new edition are data regarding the evolving social security systems in newly-independent nations.

The report provides perspective on the methods used by different countries in designing and applying income-maintenance measures. It has been used extensively by international business firms employing workers in other countries and by social security program administrators and policy formulators around the world.

This publication is also used in helping to determine benefit rights of foreign nationals covered under the U.S. social security program, in providing technical assistance and services to foreign countries, and in connection with the work of international and regional organizations dealing with social security matters.

Social Security Programs Throughout the World, 1973, reissued periodically since 1937 by the Social Security Administration, may be purchased from the Superintendent of Documents, U.S. Government Printing Office, Washington, D.C. 20402 for $4.20 (Stock No. 1770-00241). (ROBERT E. ROBINSON, SOCIAL SECURITY ADMINISTRATION, HEW, telephone (202) 382-3261.)

SELECTED NEW REPORTING PLANS AND FORMS

The following listing gives brief descriptions of selected new reporting plans and forms approved in the previous month by the Office of Management and Budget under the provisions of the Federal Reports Act. These descriptions provide information on surveys and data collection programs currently being started or soon to be started.

Department of Health, Education, and Welfare

Baseline interview—health insurance study (single-time).—The baseline interview, part of the large social experiment entitled the Health Insurance Experiment, is the second of two survey instruments designed to enable researchers to select a sample of families for enrollment in a number of experimental health insurance plans in the first site of the experiment—Dayton. The instrument will set baseline measurements of health status against which changes in health status over the course of the experiment can be measured. The experiment has three primary objectives: (1) to estimate the effects of a variety of alternative health insurance plans on the health status of the individuals and families covered, (2) to measure the differential utilization rates of health services by individuals faced with different health care

prices and to relate utilization of health services to changes in health costs, and (3) to measure the effects of the level of utilization on the quality of health care provided. (For further information: Larry Orr, Office of the Assistant Secretary for Planning and Evaluation, telephone (202) 245-6833.)

National Institute on Alcohol Abuse and Alcoholism

Alcoholism treatment center follow-up study (singletime).—About 2100 individuals who contacted Federally-funded Alcoholism Treatment Centers (ATCs) approximately 1 year ago and who have maintained contact with the program for varying lengths of time since then will be interviewed. Persons who are still in treatment after 1 year or who completed treatment, those who dropped out of treatment at varying points, and those who never entered treatment will be compared to determine changes over time in their drinking behavior and differences between them in socioeconomic and demographic characteristics as well as other outcomes. This assessment of the ATC program will be of use in changing and improving services to meet the needs of clients. (For further information: Don Patterson, NIAAA, telephone (301) 443-3864.)

National Institutes of Health

Twin response evaluation study (singletime).—This is a survey of 570 adult male twins to obtain information to determine to what extent attributes such as location, general health, and attitudes toward medicine influence an individual's decision to volunteer for medical studies. (For further information: Robert J. Garrison, National Heart and Lung Institute, telephone (301) 496-2327.)

Department of Defense

Department of the Army

Survey of industrialized building industry (occasional).—Survey to assemble product profiles in sufficient detail to enable the Corps of Engineers to use efficiently industrialized building components in design documents. (For further information: Dale A. Bryant, Corps of Engineers, telephone (217) 352-6511.)

Department of Housing and Urban Development

Survey of current mortgage status (singletime).—Survey to determine current mortgage status of persons previously in default for purpose of assessing the impact of Counseling for Section 235 Homeowners. Study expected to yield 150-200 pairs matched on the basis of income, monthly payment, size of family, race, and sex of head of household. (For further information: Alec McLaren, HUD, telephone (202) 755-0358.)

Department of Labor

Definition of workforce analysis for 41 Code of Federal Regulations 60-2 and 41-60 (occasional).—(Recordkeeping and reporting required of Federal contractors.) With few exceptions, contractors are required to list each job classification as it appears in collective bargaining agreements on payroll records ranked from the lowest paid to the highest paid within each department. Characteristics to be reported include race or ethnic origin, male or female, and wage rate or salary range. (For further information: George F. Travers, Labor, telephone (202) 382-6524.)

National Science Foundation

Two surveys will be conducted by the National Science Foundation as part of the Manpower Characteristics System which is designed to provide scientific and engineering manpower on a timely basis.

The *Survey of College Educated Men and Women* (annual) will provide estimates of the new entrants into the pool of scientists and engineers during the first 3 years of the decade. The survey plans to obtain information from a sample of approximately 105,000 individuals who entered higher education institutions in 1967, 1968 and 1969. This sample was drawn from the cohorts of entering freshmen maintained by the American Council on Education and the Higher Education Research Laboratory, UCLA. Detailed publications will cover such variables as sex, fields of science and engineering, type of employer, work activity, age, etc. It is planned to publish selected information by December 1974 with detailed analyses scheduled for release in 1975.

The *Survey of Earned Doctorates Awarded in the U.S.* (annual) will obtain information on the backgrounds (demographic and educational) and postdoctoral plans of each year's doctorates in all field. Information from this survey will become part of the doctorate record file which is a register of all persons who have received third-level research degrees at accredited United States universities since 1920. (For further information: Robert Cain, NSF, telephone (202) 282-7716.)

SCHEDULE OF RELEASE DATES FOR PRINCIPAL FEDERAL ECONOMIC INDICATORS

August 1974

Release dates scheduled by agencies responsible for the principal economic indicators of the Federal Government are given below. These are target dates that will be met in the majority of cases. Occasionally agencies may be able to release data a day or so earlier or may be forced by unavoidable compilation problems to release a report one or more days later.

A similar schedule will be shown here each month covering release dates for the following month. The indicators are identified by the titles of the releases in which they are included; the source agency; the release identification number where applicable; and the *Business Conditions Digest* series numbers for all BCD series included, shown in parentheses. Release date information for additional series can be found in publications of the sponsoring agencies.

(Any inquiries about these series should be directed to the issuing agency.)

Date		Subject	Data for
August	1	Construction Expenditures (Press release), Census, C-30 (69)	June
	1	Money Stock Measures, Federal Reserve, (FRB), H.6 (85, 102, 103)	Week ending July 24
	1	Factors Affecting Bank Reserves and Condition Statement of Federal Reserve Banks, FRB, H.4.1 (93)	Week ending July 31
	2	The Employment Situation, Bureau of Labor Statistics, (BLS), (1, 21, 40, 41, 42, 43, 44, 740, 841-848)	July
	2	Manufacturers' Export Sales and Orders, Census, M4-A (506)	June
	5	U.S. Government Security Yields and Prices, FRB, G.14 (114)	July
	5	Consumer Credit, FRB, G.19 (66, 113)	June
	6	Monthly Wholesale Trade (Press release), Census, BW	May
	6	Retail Trade Report (Press release), Census (54)	June
	7	Condition Report of Large Commercial Banks, FRB, H.4.2 (72)	Week ending July 31
	8	Money Stock Measures, FRB, H.6 (85, 102, 103)	Week ending July 31
	8	Factors Affecting Bank Reserves and Condition Statement of Federal Reserve Banks, FRB, H.4.1 (93)	Week ending August 7
	8	Wholesale Price Index, BLS, (55, 58, 750, 751, 752)	July
	9	Advance Monthly Retail Sales (Press release) Census, (54)	July
	13	Manufacturing and Trade: Inventories and Sales, Bureau of Economic Analysis (BEA), (31, 56, 71, 851)	June
	14	Condition Report of Large Commercial Banks, FRB, H.4.2 (72)	Week ending August 7

Date		Subject	Data for
August	15	Money Stock Measures, FRB, H.6 (85, 102, 103)	Week ending August 7
	15	Factors Affecting Bank Reserves and Condition Statement of Federal Reserve Banks, FRB, H.4.1 (93)	Week ending August 14
	15	Yields on FHA Insured New Home 30-Year Mortgages, HUD, (118)	August 1
	15	Balance of Payments on Official Reserve Transactions, and Net Liquidity Balance, BEA (521, 522)	2Q '74
	16	Industrial Production and Related Data, FRB, G.12.3 (47, 853)	July
	16	Average Yields of Long-Term Bonds, Treasury Bulletin (115, 116)	July
	16	Housing Starts (Press release), Census, C-20 (28, 29)	July
	21	Consumer Price Index, BLS (781, 782, 783, 784)	July
	21	Real Earnings, BLS, (741, 859)	July
	21	Personal Income, BEA, (52, 53)	July
	21	Advance Report on Durable Goods, Manufacturers' Shipments and Orders, Census, (6, 24, 25, 96, 647, 648)	July
	21	Condition Report of Large Commercial Banks, FRB, H.4.2 (72)	Week ending August 14
	22	Money Stock Measures, FRB, H.6 (85, 102, 103)	Week ending August 14
	22	Factors Affecting Bank Reserves and Condition Statement of Federal Reserve Banks, FRB, H.4.1 (93)	Week ending August 21
	22	Corporate Profits, BEA, (16, 22, 68)	2Q '74
	22	Federal Receipts and Expenditures, NIA Basis, BEA, (600, 601, 602)	2Q '74
	22	Gross National Product (Revised), BEA, (200, 205)	2Q '74
	26	Export and Import Merchandise Trade, Census, FT-900 (500, 502, 512)	July
	28	Productivity and Costs in Nonfinancial Corporations, BLS	2Q '74
	28	Advance Business Conditions Digest, BEA: (12, 33, 69, 813, 817)	June
		(5, 10, 17, 45, 59, 62, 810, 811, 814, 815, 816, 820, 825, 830, 853, 860)	July
	28	Condition Report of Large Commercial Banks, FRB, H.4.2 (72)	Week ending August 21
	29	Money Stock Measures, FRB, H.6 (85, 102, 103)	Week ending August 21
			Week ending August 21
	29	Factors Affecting Bank Reserves and Condition Statement of Federal Reserve Banks, FRB, H.4.1 (93)	Week ending August 28
	29	Defense Indicators, BEA, (625)	July
	30	Manufacturers' Shipments, Inventories, and Orders, Census, M3-1 (20, 65, 852)	July
	30	Agricultural Prices (Agriculture)	Mid-August

PERSONNEL NOTES

EXECUTIVE OFFICE OF THE PRESIDENT

Office of Management and Budget: ARNOLD STRASSER, formerly Director of the Economic Analysis Division in the Office of Wage Stabilization, Cost of Living Council, has joined the *Statistical Policy Division* where he will be working primarily in the labor statistics field.

DEPARTMENT OF AGRICULTURE

Economic Research Service: WAYNE V. DEXTER, Director of Information, and WARREN R. BAILEY, Senior Staff Economist in the Commodity Economics Division, are retiring from Government service at the end of June.

Statistical Reporting Service: J. RICHARD GRANT, Department Clearance Officer and Assistant Director, Research Division, is retiring from Government service at the end of June. He is being replaced by RICHARD P. SMALL, who has been Chief of the Crops Branch, Estimates Division, and prior to that, Statistician in Charge of the Oregon State Statistical Office.

DEPARTMENT OF COMMERCE

Social and Economic Statistics Administration

Bureau of the Census: SHERMAN LANDAU has been designated Acting Chief, Governments Division. EDWARD J. JAMES has been named Acting Chief, Procedures Branch, Agriculture Division. O. BRYANT BENTON has been officially designated Assistant Chief, Data Preparation Division.

The International Statistical Programs Center has reported the following change in its overseas advisory staff: BRUNO A. SCHIRO has completed a tour of duty as Principal Statistical Adviser to the Government of Afghanistan and returned to the U.S. for retirement after 34 years of Government service, 16 of which were with the ISPC overseas staff.

Bureau of Economic Analysis: ALGIE RAY GRIMES, formerly Assistant Director of Research and Services, University of Georgia in Athens, Ga. has joined the Business Outlook Division. PAUL F. MYERS, Chief of the Foreign Demographic Analysis Division, has retired from Government service. DANNELET A. GROSVENOR, formerly with the Federal Deposit Insurance Corporation, has joined the staff to serve as Editor of the *Survey of Current Business.*

ENVIRONMENTAL PROTECTION AGENCY

RUTH E. FOSTER, formerly with the Statistical Policy Division of the Office of Management and Budget, has joined the staff of the Program Reporting Division in the Office of Resources Management.

DEPARTMENT OF THE TREASURY

Internal Revenue Service: LILLIE B. DORSEY has been appointed Chief, Planning and Coordination Staff, Program Management Branch. FRED FRISHMAN, formerly with the U.S. Army Research Office in Durham, N.C. has been appointed Chief, Mathematical Statistics Branch. RONNIE C. HAMILTON, formerly with the Personnel Division, has been appointed Staff Assistant to the Director, to fill the vacancy left by RONALD R. RENOUD who has transferred to the Planning and Analysis Division.

For sale by the Superintendent of Documents, U.S. Government Printing Office, Washington, D.C. 20402.
Price 50 cents (single copy). Subscription Price: $5.25 domestic postpaid; $1.35 additional for foreign mailing.